



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

'11 AUG 17 A10:34

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Health
Name of Requesting Department

Pursuant to HRS §103D-306, and Subchapter 9, HAR Chapter 3-122, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured. 5000 educational kits for low-income families titled "Food for Thought: Eating Well on a Budget" produced by the National WIC Association.	
2. Vendor/Contractor Name: National WIC Association	3. Amount of Request: \$ 15,500.00
4. Term of contract (shall not exceed 12 months), if applicable: From: 8/17/2011 To: 12/31/2011	5. Prior Sole Source Ref No.:
6. Features: Describe in detail the unique features, characteristics, or capabilities of the goods, services or construction. The nutrition education kits titled "Food for Thought: Eating Well on a Budget" is produced by the National WIC Association in partnership with Sesame Workshop. The product is designed for low-income families to respond to issues of food insecurity that WIC families are facing in the troubled economy. The kits emphasize how families can shop wisely and make healthy food choices on a budget, the healthy quality and variety of the WIC food packages, the value and importance of breastfeeding, easy-to-follow recipes the whole family can enjoy, and educational materials that engage both kids and parents.	
7. Essential features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work. The education kits further the mission of the WIC Program to safeguard and advance the nutrition status and health of low-income mothers and children under the age of five. The kits help WIC provide nutrition education and breastfeeding support and supports the families to further their limited income to purchase healthy foods and to enable families to make lifelong healthy eating and lifestyle choices.	
8. Describe the efforts and results in determining that this is the only vendor/contractor who can provide the goods, services or construction. The education kits are only available from NWA and were developed with WIC families as a target audience (see attached letter).	

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

There are no other alternate sources for the education kits developed with WIC's food package and breastfeeding messages.

10. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; and 2) completed mandatory training.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Andrea Takemoto	DOH	808-586-8190	andrea.takemoto@doh.hawaii.gov

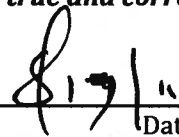
Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Price Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.



Department Head Signature



Date

For Chief Procurement Officer Use Only

11. Date Notice Posted:

8/17/11

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

Chief Procurement Officer
State of Hawaii
P.O. Box 119
Honolulu, HI 96810-0119

12. Chief Procurement Officer (CPO) Comments:

This approval is for the period 08/17/11 - 12/31/11 and is based on the department's representation that the educational kits titled "Food for Thought: Eating Well on a Budget," is essential to the WIC mission and can only be obtained from the National WIC Association (NWA). NWA is the exclusive agent and distribution rights for these educational kits. HRS section 103D-310(c) and HAR section 3-122-112, are not required. Award is required to be posted on the Awards Reporting System.

☒ Approved

☐ Disapproved

☐ No Action Required

Charles Taylor
Chief Procurement Officer Signature

8/24/2011
Date



National WIC Association
2001 S Street NW Suite 580 Washington D.C., 20009-1165
phone 202.232.5492 fax 202.387.5281 www.nwica.org

March 10, 2011

Dear WIC Agency Director:

This letter is in reference to your pending order for the **National WIC Association (NWA)/Sesame Workshop Food for Thought: Eating Well on a Budget**.

NWA is the exclusive sole-source provider of the **Food for Thought: Eating Well on a Budget** and related nutrition education materials to the WIC Community. To the best of our knowledge, there are no other WIC nutrition educational materials like the **Food for Thought: Eating Well on a Budget** on the market.

The **Food for Thought: Eating Well on a Budget** kit is copyrighted by Sesame Workshop which holds an agreement with the **National WIC Association** as the exclusive agent for these materials with the WIC Community. Distribution of these Kits, or use of the trademarks contained in them, is strictly prohibited without written permission from **NWA** and Sesame Workshop.

If you have any questions, please feel free to contact me or Robert Lee at 202.232.5492.

Thank you for your assistance.

Sincerely,

National WIC Association

Douglas A. Greenaway
President & CEO

WIC for a Healthier America

Spencer Adams, MA, RD
Wyoming
Chair

Phyllis Cohen, MPH, RD
California
Vice Chair

Patricia Houser, RD, CD, MPH
Wisconsin
Past Chair, Executive

Christine C. Brady, MS
Iowa
Secretary

Betsy Clark, MS
Minnesota
Treasurer

Kate Douglas A. Greenaway
Washington, DC
President & CEO